



MUSCOGEE (CREEK) NATION

HUMAN RESOURCE MANAGEMENT SERVICES

P.O. Box 580 - Okmulgee, OK 74447 - (918) 732-7827

JOB OPPORTUNITY

JOB TITLE: **PROMOTING SAFE AND STABLE FAMILIES (PSSF) CASE WORKER**

SALARY RANGE: NEGOTIABLE

LOCATION: CHILDREN AND FAMILY SERVICES

JOB DUTIES: The *PSSF Case Worker* shall provide intensive case management services to Indian children and their families. Conduct individual and family assessments. Develop family service plans. Provide home based services to families. Locate, and coordinate services with tribal community and state social service agencies. Conduct home, school or work visits. Transport family members to resources and services. Respond immediately to the needs of families. Provide written reports regarding the progress of families and individuals on service plans to Indian Child Welfare and/or DHS when requested. Attend tribal and/or state court hearings and provide testimony when necessary. The PSSF Case Worker shall be knowledgeable of principles and practices of social work; crisis intervention strategies; parenting and child management skills; counseling skills, and life skills training (*hygiene, nutrition and parenting education*). Complete weekly, monthly, quarterly, and/or annual statistical and/or narrative reports. Maintain efficient management of cases and case files. Participate in CFSA and PSSF staff meeting. Attend trainings, workshops or other educational programs.

QUALIFICATIONS: **Minimum Requirements:** Bachelor's Degree in Social Work or other relevant human service field and one (1) year experience working with children, parents, and/or families. Must have a valid Oklahoma Driver's License. Must submit to and pass all necessary background checks and drug testing.

Preferred Requirements: Bachelor's Degree in Social Work or other relevant human service field and three (3) years' experience working with children, parents and/or families; or Master's Degree in Social Work or other relevant human service field and one (1) year experience working with children, parents and/or families.

**COMPLETED EMPLOYMENT APPLICATION IS REQUIRED
MUSCOGEE (CREEK) AND INDIAN PREFERENCE**

CLOSING DATE: OPEN UNTIL FILLED

APPLY ONLINE AT: www.muscogeenation-nsn.gov